

BOARD OF COUNTY COMMISSIONERS

INTER-OFFICE MEMORANDUM

To: Members of the Board of County Commissioners

From: Chairman Tony Grippa *TV*

Date: October 7, 2003

Subject: Evaluation and Merit Increase for the County Attorney

Pursuant to the authority granted to the Chairman by the Employment Agreement with the County Attorney dated July 23, 2003, and in accord with the Board's Policy No. 00-6, I have had the opportunity to review and evaluate the County Attorney, Herb Thiele's performance during the fiscal year October 2002 through September 2003.

After having considered the evaluations of the Leon County Commissioners who submitted such evaluations of Mr. Thiele, it is my belief that the County Attorney is qualified for a significant merit increase as a result of said evaluations.

Although there is no particular practice for the calculation of said merit increase, I have decided that each of the submitted evaluations would be considered as part of an overall score. I have added the evaluation points assigned by individual commissioners, divided by the total available points, and prorated on a 0 to 8 scale, so that the merit increase is granted in accord with the contract. After having so calculated each of the scores it is my decision that the County Attorney qualifies for a pay raise of 7.54% as a merit increase, effective October 1, 2003.

At the request of the County Attorney, I have agreed to provide the merit increase for the County Attorney as follows: A 4.54% increase to the base salary for the County Attorney, plus a 3% lump sum bonus for the County Attorney, all payable effective October 1, 2003.

The County Attorney and I have discussed each of the evaluations, including my own, and he has concurred in the recommendations set forth herein. This matter will be placed on the Board's agenda for October 14, 2003 meeting.

cc: Herb Thiele

Calculation For County Attorney Scores

Evaluation Criteria	Total Possible Points	Chairman Grippa	Commissioner Thael	Commissioner Maloy	Commissioner Proctor	Commissioner Sauls	Commissioner Winchester	Commissioner Rackleff	Commissioner Totals
Personal Characteristics	40	40	37	30		40	40	40	227
Professional Skills	40	40	40	30		38	39	40	227
Relations With the Board	40	37	40	30		39	39	40	225
Community / Intergovernmental Relations	40	40	40	30		40	39	40	229
Employee Relations	40	40	40	30		40	40	40	230
Organizational Management / Departmental Performance	40	40	40	30		40	39	40	229
Legal Management	40	39	31	30		39	40	40	219
Policy Execution	40	40	40	30		39	39	40	228
Communications / Reporting	40	40	31	30		38	40	40	219
Management Style	40	40	39	30		39	40	40	228
Total Points	400	396	378	300		392	395	400	2261

Total Number of Evaluators 6

Total Possible Points 2400

% of Total Possible Points Received 94.21%

Maximum Possible % Raise 8%

Evaluation % applied to Maximum Possible % Raise 7.54%